



# CITY OF HOUSTON

## Job Posting

	DNO
1	<i>Applications accepted from:</i> ALL PERSONS INTERESTED
2	<i>Job Classification</i> URBAN PARK RANGER
3	<i>Posting Number</i> PN# 109884
4	<i>Department</i> PARKS AND RECREATION
5	<i>Division</i> OFFICE OF THE DIRECTOR
6	<i>Section</i> URBAN PARK RANGER
7	<i>Reporting Location</i> 2999 SO. WAYSIDE*
8	<i>Workdays &amp; Hours</i> VARIED, WEEKEND AND HOLIDAYS *Subject to change
9	<b><u>DESCRIPTION OF DUTIES</u></b> The successful candidate will provide general security and effective communication of information to the public on use of parks, thus promoting public safety and proper use of Department grounds and facilities. Monitor trails, picnic areas, pavilions and other park areas via foot, bicycle, automobile, and other methods to effectively interact with the visitors to the City of Houston Parks and Recreation Department properties. Investigate and resolve visitor’s complaints and promote quality customer assistance. Promote security of visitors and city property by controlling activity levels within parks by securing gates and providing crowd control at designated events by responding to facility security alarms and by monitoring and directing traffic in parking areas. Prepare and maintain written documentation required by the position and conform to the prescribed dress code and policies of the section and the Parks and Recreation Department. Must be willing to work nights, weekends, and holidays. Perform other duties as assigned.
10	<b><u>ESSENTIAL FUNCTIONS/WORKING CONDITIONS</u></b> This position occasionally requires lifting of moderately heavy items up to 40 pounds and very long periods of walking and/or riding bicycle on rough surfaces. There are routine exposures to outdoor weather conditions. This position may involve periodic exposure to chemical substances and physical trauma of a minor nature such as cuts, bruises, and minor burns.
11	<b><u>MINIMUM EDUCATIONAL REQUIREMENTS</u></b> Requires a high school diploma or GED.
12	<b><u>MINIMUM EXPERIENCE REQUIREMENTS</u></b> One year of experience in law enforcement, security, emergency response, or related field is required.
13	<b><u>MINIMUM LICENSE REQUIREMENTS</u></b> A Valid Texas Driver’s License and compliance with the City of Houston policy on driving (AP 2-2). The following training must be completed within one year of hire or promotion: Urban Park Ranger course, Emergency Care Attendant, City of Houston Health Department training and specialized courses in Houston Police training.
14	<b><u>PREFERENCES</u></b> Bilingual skills preferred.
15	<b><u>SELECTION/SKILLS TESTS REQUIRED</u></b> None
16	<b><u>SAFETY IMPACT POSITION</u></b> Yes If yes, this position is subject to random drug testing and if a promotional position, candidate must pass an assignment drug test.
17	<b><u>SALARY INFORMATION</u></b> Factors used in determining the salary offered include the candidate’s qualifications as well as the pay rates of other employees in this classification. The minimum to midpoint of this salary range is: <div>Salary Range - Pay Grade 12 \$789 - \$1102 Biweekly    \$20, 514 - \$28, 652 Annually</div>
18	<b><u>OPENING DATE</u></b> April 12, 2006
19	<b><u>CLOSING DATE</u></b> April 18, 2006
20	<b><u>APPLICATION PROCEDURES</u></b> Original applications only are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker 1 <sup>st</sup> . floor. For application status inquiries, please call (713)845-1374. <b>All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided.</b>  An equal opportunity employer